

## **NOTICE OF RULEMAKING**

Pursuant to A.C.A. §20-76-201, the Director, Division of Children and Family Services issues the proposed changes to the DCFS Family Services Policy and Procedures (FSPP) Manual and the Family Services Forms (FSF) Manual. The revisions cover the following five areas: (1) Approval Not to Defend a True Child Maltreatment Determination, (2) Incident Reporting of a Child Death, (3) Local Cash Account Guidelines (PUB-384), (4) Child Protective Services: A Caretaker's Guide (PUB-52), and (5) Child Maltreatment Assessment Determination (CFS-312).

(1) Policy revisions pertaining to approval not to defend a true child maltreatment report are located at II-E5, II-E6, IX-A2, IX-A4, and CFS-346. The revisions reflect procedures necessary to document investigative determinations in CHRIS and determine steps to take if a true finding of child maltreatment will not be defended by the agency. The CFS-346 has been developed to document the Division's decision not to defend a true child maltreatment determination. (2) Revisions pertaining to incident reporting of a child death are located at IX-B and IX-B1. The revisions note the Division's responsibility to follow departmentally established incident reporting requirements in the event of a death of a child. (3) Revisions pertaining to Local Cash Account Guidelines are located at V-C1, V-C2 and PUB-384. The primary revisions to PUB-384 reflect the new AASIS fund center codes, distinguish the role of the DCFS County Supervisor and DCO County Administrator in administering the local cash account, and lists qualified Title IV-E purchases for foster children. The procedures have been revised to reference PUB-384. (4) PUB-52 has been revised to inform a parent, who is not the subject of the report, to state their legal relationship to a child when requesting a copy of the child maltreatment report. Also, added a definition for "subject of the report", and added clarifying language pertaining to the time frame for requesting unsubstantiated child maltreatment reports. (5) The CFS-312 has been revised to inform employees that their employment could be effected if their names are placed in the Central Registry.

For copies of the proposed documents or to submit comments, contact: Division of Children and Family Services, P.O. Box 1437, Little Rock, Arkansas 72203-1437, Attention: Policy Unit, (Slot S570). All comments must be submitted in writing within 30 days of the date appearing below or 30 days following the date of the newspaper notice, whichever is the longer period. If you need any material in a different format, such as large print, contact our Americans with Disabilities Act Coordinator at 682-8830 (Voice) or 682-1442 (TDD). The Arkansas Department of Human Services is in compliance with Titles VI and VII of the Civil Rights Act and operates, manages and delivers services without regard to age, religion, disability, political affiliation, veteran status, sex, race, color or national origin.

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